

CITY COUNCIL AGENDA REPORT


SUBJECT: Authorize Director of Utility Services to Sign an Agreement with ESA for CEQA Compliance Services for the Calexico Wastewater Treatment Plant Expansion Project Environmental Impact Report (EIR)

AGENDA DATE: October 7, 2008

PREPARED BY: Luis Estrada, Director of Utility Services



APPROVED FOR AGENDA BY: Ralph Velez, City Manager



RECOMMENDATION: It is recommended the City Council approve the following:

1. Authorize Director of Utility Services to Sign an Agreement with ESA for CEQA Compliance Services for the Calexico Wastewater Treatment Plant Expansion Project Environmental Impact Report (EIR)

FISCAL IMPACT: \$94,750.00 (Wastewater Operating)

BACKGROUND INFORMATION: (Prior action/information)

The City of Calexico Utility Services Department is proposing to expand and upgrade the Wastewater Treatment Plant located at 298 E. Second Street, Calexico, California. In order to accommodate the future of the City of Calexico, the Utility Services Department is proposing increase the current capacity of the Wastewater Treatment Plant from 4.3 million gallons per day (MGD) to 8.5 MGD.

This project will consist of a new main lift station with four 10" pumps, vortex grit chamber, two automatic bar screens, electrical control panels, and two 75 feet diameter secondary clarifiers that will replace the current equipment built in 1967. The Utility Services Department is also proposing to replace equipment that was built in 1974 by installing a concrete structure that will include two new blowers that will supply diffused air to two aerators basins. In addition, the City will also install an additional digester and primary clarifier. All of the improvements that will be done are necessary to provide a complete and operable facility.

DISCUSSION (Current consideration):

After review the scope of the work that will be required for the above-mentioned project, City staff determined that an Environmental Impact Report (EIR) needed to be prepared. Proposals were solicited from the City's as-needed EIR Consultants. After reviewing the proposals submitted, City staff is recommending that ESA be selected to prepare the EIR for the City.

DOCUMENT(S) ATTACHED:

1. ESA Proposal dated September 9, 2008

Agenda Item No. ____
Page ____ Of ____

September 9, 2008

Mr. Luis Estrada
Director of Utility Services
City of Calexico
Utility Services Department
Calexico, CA 92231

**Subject: Proposal for Calexico Wastewater Treatment Plant Expansion
Focused Environmental Impact Report (EIR)**

Dear Mr. Estrada:

ESA is pleased at the opportunity to provide this proposal in response to your request for request for CEQA compliance services for the Calexico Wastewater Treatment Plant (WWTP) expansion project Environmental Impact Report (EIR). ESA fully understands the City's need for competent and responsive consultant support for this project along with the need to meet a responsive CEQA compliance schedule. ESA's directly relevant CEQA experience within the City of Calexico and other wastewater utility agencies positions us well to effectively meet the City of Calexico's requirements for an objective and legally defensible environmental analysis. In addition, ESA's clear understanding of project processing requirements will help keep the project CEQA documentation on schedule and ensure project approvals within the required timeframe.

The project site is located in the City of Calexico, generally north of the Calexico International Airport and West Second Street, and south of the New River. The City of Calexico Utility Services Department is proposing to upgrade the Wastewater Treatment Plant located at 298 E. Second Street, Calexico, California. This upgrade is necessary as it will replace existing functional obsolete equipment and structures that are 35 to 40 years old with new structures and equipment. The new equipment utilizes the latest available higher efficient technology that inherently will result in increasing the plant capacity from 4.3 MGD to 6.5 MGD.

The project will consist of a new main lift station with four 10" pumps, vortex grit chamber, two automatic bar screens, electrical control panels, two 75 feet diameter secondary clarifiers and a primary clarifier that will replace the current equipment built in 1967. The Utility Services Department is also proposing to replace equipment that was built in 1974 by installing a concrete structure that will include two new blowers that will supply diffused air to two new aeration basins. In addition, the City will also install an additional digester that will supplement the two existing digesters in order to produce a higher quality bio-solids plant byproduct. All of the improvements that will be done are necessary to provide a complete and operable facility.

In order to fund this project, the Utility Services Department is requesting that a Wastewater Bond be issued in the amount of \$35,000,000.00. The Wastewater Bonds will be issued by the Calexico Financing Authority and will be secured by installment payments to be made by the City. It is our understanding that all project design and operational information will be provided to ESA by the City of Calexico.

The following scope of work has been developed to meet the CEQA documentation requirements for this project.

Scope of Work

This scope of work has been developed based upon CEQA statute and guideline requirements and assumes that all project engineering, architectural, and land planning will be completed by others. The scope of work also assumes that all technical reports to ESA are adequate.

Task 1 – Project Management/Coordination

Project management/coordination and attendance at meetings will occur under this task. We anticipate approximately 12 hours per month for project management/coordination for the duration of the project (10 months). We have also included costs for three (3) meetings with City staff and the project team, and attendance at one Planning Commission hearing and one City Council hearing (total of five (5) meetings).

Task 2 – Initial Study / Notice of Preparation

ESA will prepare an Initial Study and Notice of Preparation (NOP) for submittal to the City for review. Upon receipt of comments, ESA will revise the documents as necessary and have copies prepared for distribution by the City to the required agencies and organizations. Based on our preliminary knowledge of the project site, we anticipate that several environmental factors including traffic, biology, cultural resources, aesthetics and mineral resources will be eliminated from further review in the Initial Study. If based on our analysis in the Initial Study and consultation with the City, additional issue areas are eliminated from further study in the EIR, we will work with the city to adjust the work program/budget as necessary.

Document production assumption – 25 copies

Task 3 – Draft Focused EIR

ESA will prepare an Administrative Draft Focused EIR for review by the project team. The Administrative Draft EIR will be prepared in accordance with the provisions of Sections 15091 and 15093 of the *CEQA Guidelines*. It will include all CEQA-required sections based on the NOP/Initial Study. If most of the technical engineering and land planning analysis is complete, we can begin working on sections of the Administrative Draft EIR during the NOP process and submit draft sections of the document to the City and the team before the entire document is complete to expedite review, if necessary to meet the project schedule. The following outline provides the proposed organization of the Draft EIR:

Executive Summary: The Executive Summary is intended to encapsulate the entire Draft EIR in order to provide a quick understanding of the project's potential impacts. It will identify, in an overview fashion, the proposed project under consideration and its objectives including any design features of the project that will be implemented. The Executive Summary will briefly discuss the environmental impacts associated with project implementation (whether beneficial or adverse, significant as well as insignificant), and will contain a summary analysis of the alternatives to the proposed project.

Section 1.0 – Introduction/Summary: The introduction will include the purpose of an EIR and procedural information. This section will also summarize the proposed project's impacts and mitigation measures.

Section 2.0 - Project Description: The project description will be based on existing information and include the project location and setting, site characteristics, project objectives and the characteristics of the project. This section will also include the requested permits and approvals for the proposed project. In addition, this section will include a discussion of the past, present, and reasonably foreseeable future projects and activities in the surrounding areas that will serve as the basis for the cumulative impact analysis.

Section 3.0 – Environmental Impact Analysis: For each potentially significant issue identified in the NOP/Initial Study, this section of the EIR will include a discussion of the environmental setting, project impacts, cumulative impacts, project design features, level of significance before mitigation, mitigation measures, and the level of significance after mitigation. The assessment of impacts will be consistent with CEQA requirements and will utilize defined thresholds of significance to determine the impacts of the proposed project.

Section 4.0 – Alternatives: Alternatives will be established in discussions between ESA, the applicant, and the City. For the purposes of this proposal, a total of two alternatives in addition to the mandatory no project alternative will be considered in this section of the EIR. For each alternative, a description of the alternative, consideration of the alternative's feasibility in relation to the basic objectives of the project (established by the applicant and the City), and a comparative analysis of the environmental impacts attributable to the alternative versus those associated with the proposed project for each of the environmental categories discussed above will be provided. Consideration of any further alternatives that may be required will result in modifications to the project budget.

Section 5.0 – Other CEQA Considerations: ESA will prepare the following CEQA-required analysis sections: significant irreversible environmental changes and growth-inducing impacts.

Section 6.0 – Persons and Organizations Consulted/References: ESA will prepare this section of the EIR to document all persons and sources that contributed to the environmental analysis.

Subsequent to your review of the Administrative Draft EIR, ESA will prepare a Screencheck Draft EIR for submittal to the City and the project team. We assume that changes will be minimal due to early consultation with the City, and previous approval of technical reports by City personnel.

Subsequent to review by City and the project team of the Screencheck Draft EIR, ESA will prepare the Draft EIR which incorporates final changes. We assume that changes will be minimal due to early consultation with the City, previous approval of technical reports by City personnel, and submittal of the Screencheck Draft EIR. Copies of the Draft EIR, including technical appendices, will be provided for distribution. ESA will prepare the Notice of Completion prior to public circulation of the Draft EIR and will assist the City in transmitting the required copies to the State Clearinghouse and required agencies.

Document Production Assumption: 50 copies DEIR w/color exhibits - \$75/copy, 5 copies of appendices

Task 4 – Final EIR/Response to Comments

At the conclusion of the public review period, ESA will work with City to obtain all comments received on the Draft EIR. An Administrative Final EIR containing proposed responses to comments and revisions to the Draft EIR

ES&A
Mr. Luis Estrada
September, 9, 2008
Page 4

will be prepared once all comments are received. It is assumed that if required, the applicant's technical consultants will provide any necessary input to the responses to comment letters that may be required.

It is difficult to predict public reaction to the Draft EIR at this time. For the purposes of this proposal, it is assumed that public reaction to the document will be minimal and that a maximum of 10 comment letters will be received on the Draft EIR. In the event that the public comments on the Draft EIR are greater than expected, ESA will meet with the city to adjust the work program/budget as necessary. An Administrative Final EIR will be submitted to the City for review.

Upon incorporation of comments on the Administrative Final EIR, ESA will prepare a Screencheck Final EIR for submittal to the City and project team. ESA assumes that comments on the Screencheck Final EIR will be minimal, due to early consultation with the City and the applicant when comments were received.

Subsequent to City review of the Screencheck Final EIR, ESA will prepare the Final EIR which incorporates final changes. ESA will assist the City in transmitting the required copies to the State Clearinghouse and required agencies.

ESA will prepare a detailed Mitigation Monitoring and Reporting Program (MMRP) in accordance with Section 15063 of the *CEQA Guidelines* in response to any significant environmental impacts that may be identified to result from the proposed development. The MMRP will be submitted with the Final EIR.

Document Production Assumption: 50 copies FEIR, 25 Copies MMRP

Environmental Issues

Based on the knowledge of the project area and City requirements, we anticipate the following issues to be addressed in the EIR:

Air Quality

Issues

Site preparation, construction and operational activities could generate substantial temporary and long term emissions of particulates and other criteria air pollutants that exceed significance thresholds in the short-term. Vehicle trips and operational emissions associated with the project may result in project emissions that exceed Imperial County Air Pollution Control District (ICAPCD) thresholds of significance. These new emissions, added to existing sources of air pollution and cumulative development planned for the area, could contribute to the degraded air quality within the Air Basin. In addition to air quality impacts, project-related odor impacts will be documented in the EIR.

Tasks

- Briefly review local and regional climate, meteorology, and topography as they affect the accumulation or dispersal of air pollutants.

- Identify federal, state, and local regulatory agencies responsible for air quality management, and briefly summarize pertinent federal, state, and local air quality policies, regulations and standards as they pertain to the proposed project site.
- Summarize current air quality conditions and recent trends (last three years) in the project area on the basis of the annual air quality monitoring data summaries published by the Air Resources Board (ARB).
- Discuss ICAPCD projections of future air quality trends over the life of the project as presented in the most recent Air Quality Management Plan (AQMP), and the assumptions upon which the projections are based. Identify any policies or goals embodied in the AQMP that would apply to the proposed project site.
- Identify air pollutant-sensitive land uses or activities in the vicinity of the project site or along roads providing access to the project site.
- Describe the ICAPCD air quality impact significance thresholds for new developments.
- Discuss, at an appropriate level of detail, the potential for short-term emissions of criteria air pollutants (those for which the U.S. Environmental Protection Agency has established ambient air quality standards) generated by construction activities.
- Use URBEMIS air quality model to prepare a daily inventory of criteria air pollutant emissions for the proposed project.
- Discuss the potential for air pollutant emissions from development in the project area to adversely affect sensitive land uses or activities, or to impede attainment of state or federal air quality goals.
- Discuss conformance of the project with the AQMP, and determine whether identified air quality impacts would meet any ICAPCD thresholds of significance.
- Identify cumulative development in the area (i.e., development that has been approved or is in-process) and discuss the potential for cumulative development to adversely affect air quality or impede attainment of air quality goals.
- Inventory greenhouse gas emissions associated with the proposed project and document the potential effect upon climate change and global warming.
- Identify practical, feasible and clear measures to mitigate the adverse impacts of the project on air quality that are identified in the analysis. Mitigation measures will be developed in consultation with the City as appropriate.

Land Use and Planning

Issues

The proposed project will not require and discretionary land use actions by city, although general plan land use designation will factor into the project demand justification and growth inducing impacts section of the EIR. The proposed project could be incompatible with existing /proposed surrounding land uses or conflict with land use designations or relevant zoning.

Tasks

- Identify and map existing land uses, general plan and zoning designations, on and surrounding the project site. Data sources will include the County's and City's General Plans, zoning maps, and existing land use survey conducted by ESA staff of the surrounding area and information provided by the Imperial County Airport Land Use Commission.
- Discuss the relationship of existing and proposed uses of the site with existing and planned uses of surrounding properties, including Callexico International Airport. Discuss consistency with the County and City General Plans, zoning and other relevant planning programs.
- Document airport safety/crash hazard zones and demonstrate conformance and consistency with the Callexico International Airport Master Plan.
- Discuss cumulative development (approved and planned projects) in the vicinity of the project.
- Identify any inconsistencies with local or regional land use policies, and recommend mitigation measures to improve compliance with local land use policies.
- Identify all required approvals.

Noise

Issues

Noise generated by construction and operational activities within the project site and operational noise from new development would increase noise levels as a result of an increase in local traffic and operational activities.

Tasks

- Briefly describe and discuss existing major noise sources at the project site, particularly the noise from adjacent roadways and Callexico International Airport. Describe the existing noise environment on the basis of up to four short-term measurements carried out by ESA staff.
- Briefly summarize state and local noise policies, regulations, and standards as they pertain to the proposed project.
- Identify noise-sensitive land uses or activities in the vicinity of the project site, and along roads providing access to the project site, that would be affected by development of the proposed project.
- Discuss the potential for on-site construction activities to affect nearby residences and other sensitive receptors. This discussion will be based upon proposed construction activities and scheduling information provided by the applicant. Otherwise, this discussion will be based upon peak noise levels generated by an assumed standard mix of construction equipment and activities.
- Document existing FAA CNEL noise contours associate with arrivals and departures at Callexico International Airport.
- Identify cumulative development in the project area (i.e., development that is under formal consideration or has been approved, and discuss the potential for cumulative development to adversely affect noise-sensitive

land uses.

- Identify practical, feasible and clear measures to mitigate the adverse impacts of the project on noise. Mitigation measures will be developed in consultation with the lead agency and responsible agencies as appropriate.

Public Services and Utilities

Issues

Development could require extension and expansion of public utilities and service systems.

Tasks

Water Supply

The City's Water Division is responsible for providing domestic water for the City.

- Discuss regional and local water supply setting. Evaluate the capacity of the water supplier to meet increased demand resulting from the proposed project, based on information provided by the applicant.
- Estimate project water demand (including water for fire fighting) that would result from the project. Assess the ability of the current water supply to meet those demands.
- Incorporate the water assessment for this project provided by the applicant.
- Identify measures to mitigate potential impacts that would result from the proposed project.

Sanitary Sewer

The City of Calexico provides wastewater treatment at its own water reclamation plant.

- Describe the current capacity and treatment methods and the location of the treatment plant that serves the proposed project location.
- Estimate amount of wastewater that would be generated as a result of the proposed project. Assess the capacity to accommodate the anticipated increase.
- Identify measures to mitigate potential impacts that would result from the proposed project.
- Identify mitigation measures to comply with regulatory requirements.
- Electricity/Natural Gas

Energy

The City's electricity is supplied by the Imperial Irrigation District.

- Discuss energy supply setting. Evaluate the capacity of the energy suppliers to meet increased demand resulting from the proposed project, based on information provided by the applicant.

Mr. Luis Estrada
September, 9, 2008
Page 8

- Estimate project demand that would result from the project. Assess the ability of the current supply to meet those demands.
- Identify measures to mitigate potential impacts that would result from the proposed project.

Solid Waste

- Identify providers of solid waste disposal to the project area. Describe transfer stations and landfill capacities.
- Estimate the solid waste generation under the proposed project.
- Describe the potential impacts to providers of solid waste disposal, and landfill capacity as a result of the proposed project.
- Identify measures that would mitigate potential impacts to the providers of solid waste disposal resulting from the proposed project.

Cumulative Impacts / Growth Inducing Impacts

Issues

The proposed project, along with other development within the region could contribute to cumulative and Growth Inducing impacts in the region.

Tasks

- Compile a list of projects in the project vicinity in cooperation with the City and based on information provided in the traffic report.
- Address the cumulative impacts of the proposed project in conjunction with other uses, existing and proposed, in the surrounding area.
- Identify measures that would reduce cumulative impacts of the project to the City.

Schedule

We understand the aggressive schedule that is required for this project and that approval of the EIR by the City will be the critical path for project scheduling purposes. The Administrative Draft EIR can be completed within four weeks of receipt of all technical studies, if the applicant and ESA are confident that no substantial changes to technical studies would occur in response to City comments. The following schedule (Table 1) supports achievement of the major milestones of the project, and the certification of the environmental documentation.

TABLE 1
SCHEDULE – CALEXICO WASTER WATER TREATMENT PLANT EXPANSION EIR

Task	Duration
Task 1 – Project Management/Coordination	Ongoing
Task 2 – Notice of Preparation/Initial Study	
Prepare Draft NOP/Initial Study	2 weeks ^a
City/Project Team Review	1 week ^b
Revise NOP/Initial Study	1 week
NOP/Initial Study Review Period	30 days
Task 3 – Draft EIR Preparation	
Prepare Administrative Draft EIR	8 weeks ^a
City/Project Team Review	2 weeks ^b
Prepare Screencheck Draft EIR	1 week
City/Project Team Review	1 week ^b
Prepare Draft EIR	2 weeks
Draft EIR Public Review Period	45 days
Task 4 –Final EIR/Response to Comments	
Prepare Administrative Final EIR	2 weeks ^{a,c}
City/Project Team Review	1 weeks ^b
Prepare Screencheck Final EIR	1 week
City/Project Team Review	1 week ^b
Prepare Final EIR	1 week
Submit Final EIR For Certification	1 day

- ^a This preparation period is dependent on receipt of all documents and electronic information. Preparation of the document may overlap with other tasks and sections will be submitted prior to completion of entire document, in order to meet schedule requirements.
- ^b This review period is just an estimate, dependent on City schedule.
- ^c Assumes that technical report authors will provide responses to comments on respective technical issues within two weeks.
- ^d Initial work on technical reports will begin during the NOP process in order to save time. Technical reports will be completed within about a week of receipt of traffic report.

Cost Estimate

The following cost estimate (Table 2) has been prepared to outline estimated costs to complete the above outlined tasks. Reimbursable expenses, including travel/parking, etc. will be invoiced in accordance with the attached ESA standard rate schedule.

Mr. Luis Estrada
September, 9, 2008
Page 10

TABLE 2
COST ESTIMATE – CALEXICO WASTE WATER TREATMENT PLANT EXPANSION EIR

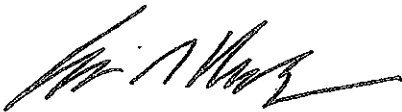
Task	Cost
Task 1 – Project Management/Coordination/Meetings/Public Hearings	\$ 6,500
Task 2 – NOP/Initial Study ^a	\$ 7,500
Task 3 – Draft EIR ^a	\$ 59,750
Task 4 – Final EIR/Response to Comments ^a	\$ 10,000
Document Reproduction	\$ 8,250
Reimbursable Expenses (in-house copying, mileage, postage, etc.) ^a	\$ 2,750
Total	\$ 94,750

^a Document reproduction costs are variable, but can be reduced if copies of all documents are provided by the applicant's reproduction supplier, which eliminates ESA's standard mark up on printing expenses.

Our services will be billed monthly on a time-and-materials basis. Should the need arise for additional professional services beyond those set forth in the scope of services due to revisions to the project, to the regulatory environment, or to requirements exceeding our specified budget allowances, ESA will only undertake such additional services upon receipt of authorization by the City of Calexico.

The above outlined scope of work and cost estimate are based on information provided by the City of Calexico, the applicant and CEQA compliance requirements. Please review the enclosed scope of work and if acceptable, authorize below and return to ESA. We look forward to providing professional environmental consulting services to the City of Calexico.

Sincerely,



Eric J. Ruby
Vice President/Regional Director

Authorization to Begin Work

City of Calexico

Date

ENVIRONMENTAL SCIENCE ASSOCIATES 2008 SCHEDULE OF FEES

I. Personnel Category Rates

Charges will be made at the Category rates set forth below for time spent on project management, consultation or meetings related to the project, field work, report preparation and review, travel time, etc. Time spent on projects in litigation, in depositions and providing expert testimony will be charged at the Category rate times 1.5.

Executive Director	\$ 220.00
Senior Director II	\$ 200.00
Senior Director I	\$ 185.00
Director II	\$ 175.00
Director I	\$ 170.00
Senior Managing Associate II	\$ 160.00
Senior Managing Associate I	\$ 155.00
Senior Technical Associate II	\$ 160.00
Senior Technical Associate I	\$ 155.00
Managing Associate II	\$ 145.00
Managing Associate I	\$ 140.00
Technical Assoc. II	\$ 145.00
Technical Assoc. I	\$ 140.00
Senior Associate II	\$ 125.00
Senior Associate I	\$ 115.00
Associate III	\$ 100.00
Associate II	\$ 90.00
Associate I	\$ 80.00
Environmental Tech II	\$ 70.00
Environmental Tech I	\$ 60.00
Senior Admin / Graphics	\$ 95.00
Administrative / Graphics	\$ 80.00
Clerical	\$ 65.00

- (a) From time to time, ESA retains outside professional and technical labor on a temporary basis to meet peak workload demands. Such contract labor may be charged at regular Employee Category rates.
- (b) ESA reserves the right to revise the Personnel Category Rates annually to reflect changes in its operating costs.
- (c) For each contract, we propose an escalation rate of 3% for each contract year.

II. ESA Expenses

A. Travel Expenses

1. Transportation

- Company/personal vehicle - \$0.485 per mile, or current allowable IRS rate.
- Common carrier or car rental – actual multiplied by 1.1

2. Lodging, meals and related expenses – direct expenses multiplied by 1.1

B. Communications Fee

In-house costs for long-distance phone, telecopier, regular postage, walk-up copier, and records retention – project labor charges multiplied by 3%

C. Printing/Reproduction Rates

Item	Rate/Page
8 1/2 x 11 b/w	\$0.05
11 x 17 b/w	0.10
8 1/2 x 11 color	1.00
11 x 17 color	2.00
Covers	0.20
Binding	0.75
HP Plotter	25.00

D. Equipment Rates

Item	Rate/Day	Rate/Week
Vehicles	\$40.00 ^a	\$180.00
GIS Computer Time	120.00 ^b	
Trimble GeoXT GPS	75.00	\$350.00
Laptop Computers	50.00	\$200.00
LCD Projector	200.00	\$600.00
Noise Meter	50.00	
Sample Pump	25.00	
Surveying Kit	20.00	
Field Traps	40.00	
Digital Planimeter		\$40.00
Cameras/Video/Cell Phone	20.00	
Miscellaneous Small Equipment	5.00	
Garmin GPS	25.00	

^a Half day rate is \$20.00. Actual project charges will be either \$0.485 per mile or the day rate, whichever is higher.

^b GIS computer time will be charged at \$15.00 per hour.

FSA
Mr. Luis Estrada
September, 9, 2008
Page 13

III. Subcontracts

Subcontract services will be invoiced at cost multiplied by 1.1.

IV. Other

There shall be added to all charges set forth above amounts equal to any applicable sales or use taxes legally levied in lieu thereof, now or hereinafter imposed under the authority of a federal, state, or local taxing jurisdiction.